

**EATON PARISH COUNCIL
ANNUAL RISK REPORT
MARCH 2023**

MILLENNIUM PARK

The play area and equipment have been inspected on a weekly basis and written reports are saved by the clerk. The 2022 Rospa had no urgent adverse matters which require attention and the 2023 Rospa inspection has been arranged.

BUS SHELTERS

The bus shelters owned by the Council have been inspected and there are no risks to take account of. The bus shelter at the southern boundary of the parish has been replaced by Cheshire East at their expense and maintenance.

GENERAL

The length of safety fencing adjacent to the A536 has been inspected and no work required.

We have adopted the redundant BT telephone kiosk and have installed the village defibrillator into it. It has been allocated a regular check system.

We have now reverted to full meetings in the hall and hand sanitiser is available if required.

FINANCE

The clerk/RFO prepares bi-monthly reports for each member of the council comprising receipts, payments and bank reconciliation which are checked by the Chairman/Vice Chairman against the bank statements. All invoices are counter signed for payment and cheques only signed at the time of invoice presentation by two of the three mandated cheque signatories.

The clerk is satisfied that with the arrangements set out above, the insurance we have, including fidelity cover, is satisfactory.

All documents required under the Transparency Act are sent to the Council member dealing with the website for publication.

The GDPR statement of the Council, together with the NALC guideline notes have been placed on the website and the workings of the Council are on a separate hard drive.

At the end of the financial year the accounts are approved by a meeting of the council, each member receiving a copy, following which they are presented for internal audit by a qualified auditor.

SIGNED.....

CHAIRMAN OF THE PARISH COUNCIL

7th March, 2023